

TOWN OF HARTLY
P.O. Box 181
HARTLY, DE 19953

MEETING MINUTES

Friday, June 14, 2019

I. Call to Order and Roll Call

Meeting was called to order by Mark Maguire at 7:11 PM.

Council Present:

Suzanne Morris	Robert Graves
Mark Maguire	
Megan Roughley	Not Present: Raymond Morris

II. Invocation & Pledge of Allegiance

Suzanne provided Invocation.

Suzanne led in Pledge of Allegiance.

III. Approval of Previous Meeting Minutes and Tonight's Agenda

Mark motioned MMs & Agenda be accepted, Robert 2nd approval of April 2019 Meeting Minutes and tonight's agenda. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Robert Graves	X			
Megan Roughley	X			

IV. Reports

a. Treasury (Suzanne Reported)

i. Citizens Bank Account

As of 4/11/19, balance of \$39,179.93 Revenues collected totaled \$824.00. Expenses totaled \$3,480.54; leaving a balance of \$36,523.39 as of 06/14/2019.

ii. Restitution from Richie Casson

Payments received since 12/1/18 totaled \$300.00. Remaining restitution balance owed: \$85,126.50.

iii. Delaware State Police Accounting Record

To date, since April 2017 (2 years), expenses paid to DSP total \$14,306.50.
Revenues collected from paid fines total \$5,574.50 (approx. 39% ROI)

iv. Street Light Tax

No Change from previous report; Suzanne advised yearly notices to be sent in August 2019.

v. 2017 Property Tax

No change from previous report; Suzanne advised yearly notices to be sent in August 2019.

Past Due Balance of Unpaid Property Tax \$686.55

2018 Balance of Unpaid Property Tax \$2,980.75

Mark motioned, Megan seconded, to accept the Treasury Reports. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Robert Graves	X			
Megan Raughley	X			

b. Building Permits

Discussion regarding options for a pending permit on Arthursville Road property;
Robert to contact owner to discuss plans, options and requirements; flat fee
demolition permit \$100.00.

3 permits reported; 1 new and 2 resolution to previous issues:

- Adams; previous issue; resolved; \$30.00 permit; paid via check # 4881.
- Burris; previous issue - old bank building; \$100.00 permit; paid cash
- Ballek; metal roof on Main St; \$30.00 permit; paid via check #2868.

c. Correspondence

Suzanne read all correspondence.

- Delaware Local League Government (to be added to New Business)
- Crown Castle (to be added to New business)
- Hartly Ruritan Club: Free Clean Up Day 6/29/2019 8a-4p @HVFD

V. Unfinished Business

a. Sidewalks (TAP)

In progress; a few hiccups with driveways have arisen; construction will take longer on the second side due to additional drilling for rebar to be placed; once sidewalk is completed they plan to add a crosswalk and lights at the end of Main Street.

b. ~~Town of Hartly Comprehensive Plan Update Approval~~

David Edgell, OSPC approved. See below

c. Annex, Consolidation & change to Commercial M. Kohout properties

Suzanne reported that OSPC has approved the update to Comprehensive Plan including 5 parcels to be annexed if accepted.

Suzanne motioned, Robert seconded, to accept the ordinance to annex and consolidate the 5 parcels on Main Street. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Robert Graves	X			
Megan Roughley	X			

Suzanne to mail approval letter to make aware vote complete and annexation/consolidation approved

d. Delinquent Property Taxes Action

Suzanne contacted a county representative re: Paoletti property; all information sent to the representative per her request on 6/14/2019 and certified letters will be sent by Kent County per conversation.

e. Other unfinished business as needed:

Street lights to be fixed; Robert to contact Delmarva Power for resolution

VI. New Business

- a. Delaware Local League Government:** \$500/yr dues; monthly meeting @ Duncan Center in Dover; meet with other small municipalities. Discussed and refused without motion/vote
- b. Request for Approval:** Request received for proposed building of 4 apartments on the lot next to the existing Verizon building within town limits. Discussed and refused without motion/vote. Suzanne to draft a denial letter to make aware.
- c. Vacant Building Registration:** Suzanne mentioned small municipalities incorporating a vacant building registration/yearly tax. Brief discussion determined this will be discussed further at next meeting for amendment to be worked into the Comprehensive Plan

d. Fire Marshall MOU

Robert motioned, Suzanne seconded, to vote on implementing the MOU which amends the current building code for commercial/multi-family dwellings/buildings exceeding 3 stories, stating approval required, for the plan only, from Delaware State Fire Marshall before a permit is issued. The town will incur no cost; Home Owner will owe the DSFM based on the fee table they have set. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Robert Graves	X			
Megan Roughley	X			

e. Crown Castle

Request received to upgrade the existing cell tower, generator and generator pad; no proposed changed to the current footprint; increase height by 10-15 ft. Plans include installing a surge suppressor, 3D cable, additional generator and antenna.

Robert motioned, Megan seconded, to vote on improvements to the existing cell tower, substation and generator; permit to be issued by Robert. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Robert Graves	X			
Megan Roughley	X			

f. Land Assessment Proposal

Suzanne mentioned the 13 1/2-acre lot/train station for possible area to be reviewed for previously discussed park. Owner asking \$70,000; per discussion with J. Speigelman, have land assessment completed.

Suzanne motioned, Robert seconded, to approve for assessment to be completed if less than \$500.00 for the required services; Suzanne to make contact with representative and prospective surveyor. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Robert Graves	X			
Megan Roughley	X			

g. Town Cop

Mark mentioned looking further into necessary details/costs to incorporate a town safety officer in Hartly as opposed to continuing the current plan with DSP. Due to expenses vs income, further discussion will be had at the next meeting after fact finding complete.

Robert motioned, Mark seconded, to proceed with data and info collection for a Hartly Town Cop while continuing current DSP presence. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Robert Graves	X			
Megan Roughley	X			

Mark to arrange meeting with Town/Mayor of Kenton in an effort to gain necessary information to propose to council. Senator Lawson has expressed interest in assisting to implement this program and offer assistance with obtaining resources.

h. Hartly Ruritan Club

Suzanne motioned, Robert seconded, to vote to incorporate on MOU for Hartly Ruritan Club to install/maintain a flag pole as previously requested within the triangle. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Robert Graves	X			
Megan Roughley	X			

Robert to approve placement; council requires the electricity to be hardwired for safety reasons; Ruritan Club to maintain flag pole, flag and its integrity, and will be required to lower the flag each evening unless a light is being placed in the triangle, in which case, the Town will elect to pay for the electricity necessary to run the light placed for the flag.

VII. Public Comment / Council Member Comment

No guests present for comment

VIII. Adjournment

Mark motioned, Robert seconded, to adjourn. Motion carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Ray Morris			X	
Robert Graves	X			
Megan Raughley	X			